Budget of the United States Government Helpful Hints

Budget of the United States Government

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Budget of the United States Government

Content and File Format

The *Budget of the United States Government* contains the budget message of the President, information about the President's budget proposals for a given fiscal year, and other budget publications. *GPO Access* contains the *Budget of the United States Government* for fiscal years 1996 through the present. Separate, fully searchable budget publications for fiscal years 1997 to the present are *Analytical Perspectives*, *Historical Tables*, *Appendix*, *A Citizen's Guide to the Federal Budget*, *Systems and Concepts*, *Mid-Session Review* (1998 and 1999 only), *Principles of Budgeting for Capital Asset Acquisition* (1998 only), and *Supplement* (1997 only). Other related and supporting budget publications, such as the *Economic Report of the President*, are included, which may vary from year to year. Documents are available as ASCII text and Adobe Acrobat Portable Document Format (PDF) files. [1]

Maximum Responses

The maximum responses you may receive from a query is set at a default of 40. To locate a larger number of documents (up to 200), you must change the setting. All of the *GPO Access* search pages provide a box in which you may change the maximum number of returned documents. Generally, 40 responses should be adequate to retrieve the document for which you are searching. If you cannot find a desired document with the default 40 responses, you may want to try making your query more specific before expanding the number of returned documents.

Identification Codes

In the list that displays your query results, the title of each *Budget of the United States Government* document is preceded by an identification code. The identification code contains two elements: a database abbreviation and a book identifier. For example, in the listing "[00 Budget Perspectives] 1. ECONOMIC ASSUMPTIONS," "00 Budget" indicates that the document is from the U.S. budget for fiscal year 2000, "Perspectives" is the name of the book (*Analytical Perspectives*), and "1. ECONOMIC ASSUMPTIONS" is the title of the document.   Other book identifiers include "Appendix," "Guide," "Tables," and "System." While identification codes are helpful for identifying certain attributes of a document in your results list, they cannot be used for searching within a query.

Sample Searches

The following sample searches are provided as guides to popular types of searches in the *Budget of the United States Government* databases. They are performed in the database for the FY 2000 budget. [2]

Search for Table of Contents

This type of search returns the table of contents for each of the budget publications from a given fiscal year.

Query: Select "All FY2000 Budget Publications" in the scroll box.
                    Type **"table of contents"** in the search-terms box.

Results: [00 Budget Appendix] TABLE OF CONTENTS
                    [00 Budget Perspectives] TABLE OF CONTENTS
                    [00 Budget] TABLE OF CONTENTS
                    (Other documents were returned that are not included here.)

Search by Subject

This type of search returns documents that are related to a specific subject. The word(s) that you enter as your search term(s) may appear anywhere within the document.

Query: Select "All FY2000 Budget Publications" in the scroll box.
                    Type **"deficit reduction"** in the search-terms box.
Alternative: **deficit ADJ reduction**

Results: [00 Budget] III. BUILDING ON OUR ECONOMIC PROSPERITY
                    [00 Budget Perspectives] 12. FEDERAL BORROWING AND DEBT
                    [00 Budget Guide] 4. The Budget Surplus and Fiscal Discipline
                    (Other documents were returned that are not included here.)

Search by Book and Subject

This type of search returns documents that are related to a subject within a specified book. It differs from a general subject search (described above) in that it limits the results to one or more preselected books from the budget for a given fiscal year.

Query: Select "FY2000 Analytical Perspectives" in the scroll box.
                    Type **"national income"** in the search-terms box.

Results: [00 Budget Perspectives] 16. NATIONAL INCOME AND PRODUCT ACCOUNTS
                    [00 Budget Perspectives] 6. FEDERAL INVESTMENT SPENDING AND CAPITAL
                    [00 Budget Perspectives] LIST OF CHARTS AND TABLES
                    (Other documents were returned that are not included here.)

Search by Page Number

This type of search returns documents that appear wholly or partially on a specified page. You must include the word "page" in your query in order to eliminate the return of documents that include the page number as a numeric reference within the text.

Query: Select "FY2000 Citizen's Guide to the Federal Budget" in the scroll box.
                    Type **"page 10"** in the search-terms box.

Result: [00 Budget Guide] 2. Where the Money Comes From-- and Where it Goes

For documents that span more than one page, it is possible to find the full page range by consulting the heading in an ASCII text file or the "Go To Page" tool in the Adobe Acrobat Reader. Page breaks are indicated by separators (e.g., [[Page 8]]) in an ASCII text file or by a new page view in the Adobe Acrobat Reader; they may, as in a printed document, fall in the middle of a sentence.

Footnotes

[1] Users with the free Adobe Acrobat Reader software can view documents as they appear in the printed version. This software is available from Adobe's Web site at the following URL: http://www.adobe.com/prodindex/acrobat/readstep.html.

[2] The results of these sample searches are described as they appear on the Web interface. The display of the results may vary for users of the WAIS client and SWAIS software.

Questions or comments regarding this service? Contact the **GPO Access User Support Team**
by Internet e-mail at *gpoaccess@gpo.gov*;
by telephone at **1-202-512-1530** or **toll-free at 1-888-293-6498**;
or by fax at **1-202-512-1262**.